




*Report to the
Auburn City Council*

Action Item

6

Agenda Item No.

City Manager's Approval

To: Mayor and City Council Members
From: Mark D'Ambrogi, Fire Chief 
Date: July 9, 2012
Subject: Authorization to Accept a Staffing for Adequate Fire and
Emergency Response (SAFER) FEMA Grant.

The Issue

Shall the City Council authorize the Fire Chief to accept a Staffing for Adequate Fire and Emergency Response (SAFER) FEMA Grant and begin a recruitment process?

Conclusion and Recommendation

Staff recommends the City Council, by Resolution, authorize the Fire Chief to accept a Staffing for Adequate Fire and Emergency Response (SAFER) FEMA Grant in the amount of \$681,900.00 and begin the recruitment process.

Background

The fire department submitted a SAFER grant application in 2012 for FEMA Fiscal Year 2011 funding and was recently notified of award. To accept this award official notification to DHS/FEMA must be made and thus the action before you.

The award is funding for a two (2) year period towards a total of five (5) additional firefighting personnel; entry level, an amount equal to \$681,900.00. There is no additional "matching" or "cost sharing" on the City's part or commitment of retaining these five (5) positions after the funding period expires. The amount of \$681,900.00 includes salary and benefits. The award is based on the application identifying the need to bring the department staffing levels to 2008 numbers for the addition of two (2) personnel; for a total of 13 FTE's, and three (3) additional personnel; one (1) each shift, to augment current staffing levels to a total of 16 FTE's. This will

only occur during the two-year period of grant funding. This grant funding can only be applied towards additional staffing to augment current services and cannot be used to cover existing personnel costs.

As part of the acceptance of this award the City will be responsible for conducting recruitment and all costs associated with hiring personnel covered under this award. The implementation period as dictated by FEMA guidelines is relatively short to put into process all hiring practices as required. The Fire Department and Administrative Services will work closely together in a combined effort to implement this process in a timely manner. Such a hiring process will include: recruit announcement and application period, written testing, physical agility testing, oral interview panel, medical evaluations, and background review. The department will need to provide all safety equipment and uniforms during the period of the award to these personnel. Both the Fire Department and Administrative Services are in the process of identifying what needs and costs are associated with this recruitment and hiring.

It is anticipated this recruited position will be announced as a "limited term" position identifying the funding source and the no commitment to retain any hired personnel after this two-year funding opportunity. All positions will be at the entry level Firefighter position and in accordance with the salary and benefit level for this position.

Target recruitment will include current Auburn Volunteer firefighters, veterans of post 9/11, and minorities.

Performance period reviews are required to be completed quarterly and forwarded to FEMA representatives. Payment or request of funds may be made quarterly as well during the two year performance period.

Alternatives Available to Council; Implications of Alternatives

1. Authorize, by Resolution, the Fire Chief to proceed with acceptance of the award and begin the recruitment process;
2. Take no action; the fire department will not receive the SAFER award for additional firefighting personnel.

Fiscal Impact

Although there is no cost associated towards benefits and salaries for personnel under this award performance period, there will be costs for personnel that include safety equipment and uniforms. Much of this will depend upon who the individuals hired are; current Auburn Volunteer who

has safety equipment and uniforms, and what is in fire department stock at time of hire for outside agency personnel.

The recruitment process will incur costs that include test materials, medical evaluation services, background review services, and current Auburn City personnel time in conducting such a process of which may include overtime.

Attachments: FEMA Letter Informing of Award
FEMA Obligating Document For Award/Amendment
Additional Overview Information- Key Changes (page 4
of the 2011 SAFER program)

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Mark D'Ambrogio
Auburn Volunteer Fire Department
1225 Lincoln Way
Auburn, California 95603-5004

Re: Grant No.EMW-2011-FH-00264

Dear Mr. D'Ambrogio:

On behalf of the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2011 Staffing for Adequate Fire and Emergency Response (SAFER) grants has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$681,900.00. The Federal share is \$681,900.00 of the approved amount and your share of the costs is \$0.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval, via an amendment request, from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds no more frequently than quarterly.

If you have any questions or concerns regarding the process to request your grant funds, please call 1-866-274-0960.

A handwritten signature in cursive script that reads "Elizabeth M. Harman".

Elizabeth M. Harman
Assistant Administrator
Grant Programs Directorate

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1. AGREEMENT NO. EMW-2011-FH-00264	2. AMENDMENT NO. 0	3. RECIPIENT NO. 94-6000295	4. TYPE OF ACTION AWARD	5. CONTROL NO. W500659N
6. RECIPIENT NAME AND ADDRESS Auburn Volunteer Fire Department 1225 Lincoln Way Auburn California, 95603-5004	7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20472 POC: Walter Pickett 202-786-9524	8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472		
9. NAME OF RECIPIENT PROJECT OFFICER Mark D'Ambrogio	PHONE NO. 5308234211X172	10. NAME OF PROJECT COORDINATOR Catherine Patterson	PHONE NO. 1-866-274-0960	
11. EFFECTIVE DATE OF THIS ACTION 22-SEP-12	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From:22-SEP-12 To:21-SEP-14 Budget Period From:26-JAN-12 To:30-SEP-12	

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMMULATIVE NON-FEDERAL COMMITMENT
SAFER	97.044	2012-M1-3007RG-10000000-4101-D	\$0.00	\$681,900.00	\$681,900.00	\$0.00
TOTALS			\$0.00	\$681,900.00	\$681,900.00	\$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

SAFER recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/ADATE
N/A18. FEMA SIGNATORY OFFICIAL (Name and Title)
Rosalie VegaDATE
20-JUN-12

Note: These changes **ONLY** affect the FY 2011 SAFER grants; the new conditions are **NOT** retroactive and may not remain in effect beyond FY 2011.

Additional Overview Information – Key Changes

The content of this Program Guidance reflects the Department of Homeland Security (DHS) Secretary and FEMA's implementation of P.L. 112-10 and P.L. 112-74.

Under authorities provided under P.L. 112-74, the following requirements are being waived for the FY 2011 SAFER Grant Program:

Salary limits: There are no annual salary limits.

Cost-share: There is no prescribed cost-share.

Retention commitment: Grantees that are hiring firefighters do not have to commit to retaining the SAFER-funded firefighters.

Period of performance: For Hiring of Firefighters Activity grants, the period of performance has been reduced to 2 years.

Attrition of firefighters during the period of performance: FY 2011 grantees who are unable to back-fill firefighting positions that were vacated due to documentable economic hardship may petition FEMA for a waiver of staffing maintenance requirements. In order to qualify for this waiver, the economic hardship must affect the entire public safety sector in your jurisdiction and not only the fire department.

Under the Hiring of Firefighters Activity, we will distinguish between grants to hire new firefighters and grants to rehire laid-off firefighters, giving applications for the rehiring of firefighters who have been laid off the highest priority over any other hiring request.

Helping our post-9/11 veterans: FEMA strongly encourages applicants, to the extent practicable, to seek, recruit, and hire post-9/11 veterans to increase their ranks within your department in order to take advantage of the provisions of the VOW To Hire Heroes Act of 2011. More information on the Act can be found at http://www.gibill.va.gov/benefits/other_programs/vow.html. In FY 2012, FEMA anticipates a preference for all SAFER applicants to have a policy in place addressing their intent to implement strategies to support this Act and to have recruiting efforts aimed at post-9/11 veterans.

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RESOLUTION NO. 12-

RESOLUTION ACCEPTING A STAFFING FOR ADEQUATE FIRE AND EMERGENCY
RESPONSE (SAFER) FEMA GRANT, NUMBER EMW-2011-FH-00264

THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY RESOLVE:
That the City Council of the City of Auburn does hereby authorize the Fire Chief
to accept a Staffing for Adequate Fire and Emergency Response (SAFER) FEMA
Grant, Number EMW-2011-FH-00264 in the amount of \$681,900.00, and begin
the recruitment process.

Staff is directed to initiate and implement appropriate procedures to
execute this grant funding award in accordance with grant guidelines.

DATED: July 9, 2012

Kevin Hanley, Mayor

ATTEST:

Joseph G. R. Labrie, City Clerk

I, Joseph G. R. Labrie, City Clerk of the City of Auburn, hereby certify
that the foregoing resolution was duly passed at a regular meeting of the City
Council of the City of Auburn held on the 9th day of July 2012 by the following
vote on roll call:

Ayes:
Noes:
Absent:

Joseph G. R. Labrie, City Clerk

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